



403(B) Defined Contribution Matching Retirement Change Form - Salary Reduction Agreement

Section I: Personal Information

Employee Name: _____ CCAC ID #: _____
Email Address: _____ Date of Birth: ____ / ____ / ____
Pay Frequency: ☐ Monthly ☐ Semi-Monthly

Section II: Distribution Selection

Only used this form if you originally enrolled in a 403(b) Defined Contribution and would like to change your vendor or distribution between vendors.

403(b) Defined Contribution Retirement Plan

Effective ____/____/____ (mm/dd/yyyy), I direct the college to reduce my salary for the amount indicated below. At the same time the College will contribute a designated amount to my retirement contracts which I will allocate between TIAA and/or Fidelity. I can change this allocation by filling out a new salary agreement for subsequent pays.

☐ 5% of Base Salary or ☐ 1% Base Salary (SEIU Only)

The following are the available ratios: 5%, 4%, 3% 2.5%, 2%, 1%

TIAA	_____ %
Fidelity	_____ %
Total (Must equal 5%, unless taking SEIU 1% option)	_____ %

Section III: Employee Agreements and Signature

By signing this Agreement, I agree to the following:

1. The College does not warrant the appropriateness or performance of a particular vendor or the investment options offered by that vendor, and is not responsible for any penalties or tax consequences resulting from this Agreement.
2. I authorize the College to release to or obtain from my vendor(s) any information that may be reasonably required to calculate contribution limits or to administer the 403(b) Plan or Pension Plans.

Employee Signature: _____ Date: ____ / ____ / ____

HR Office Use Only Date Received: Date Processed: Processed By: